



## MEMORANDUM

B&F

AGENDA ITEM NO. 3 (P)

TO: Honorable Chairperson Barbara Carey-Shuler, Ed.D.  
and Members, Board of County Commissioners

DATE: February 12, 2004

FROM: George M. Burgess  
County Manager

A handwritten signature in black ink, appearing to read "Burgess", is written over the printed name of George M. Burgess.

SUBJECT: Bid Award  
Recommendations

### **RECOMMENDATION**

It is recommended that the Board approve the attached contract award, competitive contract modifications and requests to advertise for bids. The allocations shown represent the maximum authorized spending authority based on an estimated value of purchases, and in no way guarantee the value of orders placed with the awarded vendors.

### **BACKGROUND**

#### **Section 1 AWARD OF COMPETITIVE BIDS**

All contracts in this section are recommended for award to the lowest responsive, responsible bidder(s) who meet the bid specifications in accordance with established policies and procedures. Minority business measures are applied to the purchase of goods and services as determined by the County's Review Committee in accordance with the requirements of Administrative Orders 3-3, Black Business Enterprise Program; 3-17, Hispanic Business Enterprise Program; and 3-18, Women Business Enterprise Program. Bid announcements were advertised on the DPM website and in four local newspapers: Diario Las Americas, Haiti En Marche, Miami Times and Daily Business Review.

The following award is recommended:

Award of Item 1.1 (Valves, Miscellaneous) is to purchase miscellaneous valves and accessories such as butterfly valves, various types of gate valves, topping valves and check valves.

#### **Section 2 REJECTED BIDS**

None

#### **Section 3 COMPETITIVE CONTRACT MODIFICATIONS**

A competitive contract modification is when the requested supplemental allocation for goods or services is within the scope of the original contract award and allocation.

Item 3.1 (Food Catering Services) is for additional spending authority and time to continue to provide meals for children enrolled at CAA's Head Start center until the new, replacement contract is awarded.

Item 3.2 (Original Equipment Manufacturer (OEM) Mobile Equipment, Prequalification of Bidders) is to purchase cabs and chassis.

**Section 4 PURCHASES MADE UNDER COMPETITIVELY AWARDED CONTRACTS OF OTHER GOVERNMENTAL ENTITIES**

The County occasionally accesses items from contracts competed and awarded by federal, state and local governments, and by not-for-profit organizations, when it is determined to be in the best interest of the County and the item is not available through an existing County contract.

Item 4.1 (Laboratory Supplies and Equipment) is to continue to use the State of Florida contract to purchase laboratory supplies and equipment.

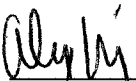
**Section 5 REQUESTS TO ADVERTISE FOR BIDS**

The solicitations listed in this Section require approval to advertise to solicit bids under full and open competition.

Item 5.1 (Vehicle Rental Services)

Item 5.2 (Emergency Medical Services (EMS) Billing and Collection Services)

Item 5.3 (Dor-O-Matic Automatic Doors Repairs and Maintenance)

  
\_\_\_\_\_  
Alex Muñoz  
Assistant County Manager

**SECTION # 1**  
**AWARD OF COMPETITIVE BIDS**

It is recommended that the following item solicited through formal competitive bidding procedures, be awarded to the following bidder(s) meeting specifications as follows:

**1.1**

**BID NUMBER:** 7269-2/06-OTR

Title: Valves, Miscellaneous

Description: To purchase miscellaneous valves and accessories such as butterfly valves, various types of gate valves, tapping valves and check valves.

Department(s): Allocation(s):  
WASD \$7,000,000.00

Term of Contract: Two years

Option(s) to Renew: Two one-year options to renew

Number of Bid  
Announcements Issued  
(including electronic): One-hundred and eleven

Number of Bid  
Packages Sold: Two

Number of Bid Packages  
Downloaded: Forty-two

Number of Bids  
Received: Eight

Special Conditions: None

Review Committee Date: August 28, 2002; Item #2-07

Review Committee  
Recommendation: BBE, HBE and WBE bid preferences for Groups A through G, Groups K through S and Groups U through EE (estimated total: \$4,856,021.00):  
Corcel Corp. (HBE)  
Watkins Engineering & Development Corp. (BBE)  
Wis's Engineering (BBE)  
A & B Pipe & Supply, Inc.  
Henry Pratt Company  
Hughes Supply  
Olson Technologies, Inc.

BBE Set-aside for Groups I and J (estimated total: \$1,073,555.00):

Watkins Engineering & Development Corp. (BBE)

HBE Set-aside for Groups H, J and T (estimated total: \$1,070,424.00):

Corcel Corp. (HBE)

Valve Depot Corp. (HBE)

Previous Measure: No measure

Advertisement Date: November 26, 2002

Living Wage: Not applicable (no services contemplated).

Method of Award: **Group A through Group DD:** Two low responsive, responsible bidders, by group, with primary and secondary awards. While the award to two bidders assures availability, the primary vendor, as the established low bidder, will be given the first opportunity.

**Group EE:** All responsive, responsible bidders who are manufacturers, manufacturer's representatives, agents or OEM distributors who will then form a pool and be invited to compete and quote a price for each order when identified by the user departments on an as needed basis. When an order is identified, all vendors will be solicited for price quotations.

Vendor(s): A & B Pipe & Supply, Inc.; Corcel Corp.; Henry Pratt Company; Hughes Supply; Olson Technologies, Inc.; Valve Depot Corp.; Watkins Engineering & Development Corp.; Wis's Engineering

Estimated Contract Usage: Two years: \$7,000,000.00

Previous Contract Usage: One year: \$5,404,196.60

Comments: Authorization is requested to award the contract in accordance with the terms and conditions contained in the bid solicitation.

WASD has consolidated its inventory from various satellite yards to one central store room resulting in economies and a corresponding decrease in this contract value when compared to the previous contract.

The previous contract covered a one-year period; this contract is for two years.

The bid was advertised on the DPM website and in four local newspapers: Diario Las Americas; Miami Times; Daily Business Review; and Haiti En Marche.

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**SECTION #3**  
**CONTRACT MODIFICATIONS**

**3.1**

**BID NUMBER:** 0688-2/02-2

**Title:** Food Catering Services

	<u>Current</u>		<u>Modified</u>
<u>Department(s):</u>	<u>Allocation(s):</u>	<u>Increase By:</u>	<u>Allocation(s):</u>
CAA	\$2,941,782.00	\$1,125,000.00	4,066,782.00

Unallocated Funds:	\$ -0-	\$ -0-	\$ -0-
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**Vendor(s):** Greater Miami Caterers, Inc.

**Type of Change:** Increase in spending authority and time

**Current Allocation:** \$2,941,782.00

**Increase By:** \$1,125,000.00

**Modified Allocation:** \$4,066,782.00

**Current Expiration:** May 31, 2004

**Modified Expiration:** September 30, 2004

**Reason for Modification:** Authorization is requested for additional spending authority and time to continue to provide meals for approximately 2,800 children enrolled at CAA's Head Start centers until the new replacement contract is awarded.

Due to grant requirements, CAA has requested that the upcoming award of the new County contract for these food services coincide with the State of Florida USDA contract which commences October 1, 2004, causing the extension of the current contract to September 30, 2004.

Staff anticipates having the replacement contract before the Board in September 2004 for approval.

**Target date for new contract to be in place:** October 1, 2004

### 3.2

**BID NUMBER:**

5468-4/07-1

**Title:**

Original Equipment Manufacturer (OEM) Mobile Equipment,  
Pre-qualification of Bidders

<u>Department(s):</u>	<u>Current Allocation(s):</u>	<u>Increase By:</u>	<u>Modified Allocation(s):</u>
GSA	\$ 207,867.66	\$ -0-	\$ 207,867.66
WASD	\$ 199,496.80	\$1,347,792.00	\$1,547,288.80
Park & Recreation	\$ 175,889.09	\$ -0-	\$ 175,889.09
Public Works	\$ 389,833.40	\$ -0-	\$ 389,833.40
Seaport	\$ 46,395.00	\$ -0-	\$ 46,395.00
Solid Waste Mgmt.	\$2,750,519.00	\$ -0-	\$2,750,519.00
Unallocated Funds:	\$ -0-	\$ -0-	\$ -0-

**Vendor(s):**

Atlantic Ford Truck Sales, Inc. d/b/a Atlantic Truck Center;  
Broyhill Manufacturing Company; Environmental Products of  
Florida Corporation; Florida Transportation Systems, Inc.;  
Gaithersburg Ford Tractor Company; Kelly Tractor Company;  
Landoll Corporation; Nortrax Equipment Co. Southeast LLC;  
Palm Peterbilt GMC Trucks, Inc.; Tesco South, Inc. d/b/a  
Hector Turf & Garden; Vermeer Southeast Sales and Service,  
Inc.

**Type of Change:**

Increase in spending authority

**Current Allocation:**

\$3,770,000.95

**Increase By:**

\$1,347,792.00

**Modified Allocation:**

\$5,117,792.95

**Current Expiration:**

June 30, 2004

**Modified Expiration:**

Same

**Reason for Modification:**

Authorization is requested for additional spending authority to  
purchase 24 cabs and chassis that will be used in the final  
assembly of dump trucks for use by the Water and Sewer  
Department. The new trucks will replace existing equipment.

This contract allows the County to utilize the prices available under the contracts of other entities as long as the contract was competitively bid, while relying on the County's own terms and conditions. Other entities are defined as the State of Florida, federal government, any special authority, school board, municipality, utility education institution or hospital contracting authority.

The user department and DPM performed market research of sources capable of supplying the required cabs and chassis. The research indicates that accessing the competitively obtained State of Florida contract price for these components will result in savings of \$59,318.00 to the County.

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**SECTION # 4**  
**PURCHASES MADE UNDER COMPETITIVELY AWARDED CONTRACTS OF**  
**OTHER GOVERNMENTAL ENTITIES**

**4.1**

**BID NUMBER:** 490-000-03-1

Government Agency: State of Florida

Title: Laboratory Supplies and Equipment

Description: To authorize the continued use of the State of Florida contract to purchase laboratory supplies and equipment.

<u>Department(s):</u>	<u>Current Allocation(s):</u>	<u>Increase By:</u>	<u>Modified Allocation(s):</u>
DERM	\$298,000.00	\$269,000.00	\$567,000.00
Fire	\$113,300.00	\$ -0-	\$113,300.00
MDPD	\$160,000.00	\$ -0-	\$160,000.00
WASD	\$400,000.00	\$ -0-	\$400,000.00
Medical Examiner	\$ 23,000.00	\$ -0-	\$ 23,000.00
Public Works	\$ 5,000.00	\$ -0-	\$ 5,000.00
Solid Waste Mgmt.	\$ 700.00	\$ -0-	\$ 700.00

Unallocated Funds:	\$ -0-	\$ -0-	\$ -0-
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Vendor(s): Fisher Scientific Company LLC

Type of Change: Increase in spending authority

Current Allocation: \$1,000,000.00

Increase By: \$ 269,000.00

Modified Allocation: \$1,269,000.00

Current Expiration: April 30, 2006

Modified Expiration: Same

Reason for Modification: Authorization is requested for additional spending authority to allow DERM to continue to use the State of Florida contract to purchase laboratory supplies and equipment.

There has been an increased usage of these supplies and equipment by DERM laboratory and field staff due to growing number of projects.

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**SECTION # 5**  
**REQUESTS TO ADVERTISE FOR BIDS**

It is recommended that the Board of County Commissioners approve the issuance and advertisement of the items listed in this agenda package in order to solicit bids under full and open competition for the following contracts:

**5.1**

**BID NUMBER:** 5961-2/08

Title: Vehicle Rental Services

Description: To purchase vehicle rental services.

<u>Department(s):</u>	<u>Estimated Allocation(s):</u>
Police Department.	\$3,400,000.00
GSA	<u>\$ 315,000.00</u>
	\$3,715,000.00

Term of Contract: One year

Option to Renew: Four one-year options to renew

Review Committee  
Date: February 4, 2004

Review Committee  
Recommendation: No measure, due to insufficient availability.

Previous Contract  
Measure: None

Living Wage: Not applicable, no services contemplated.

Planned Method of  
Award: Two low responsive, responsible bidders for **Groups A through H** in the aggregate.  
**Group A**, Compact Sedans (2 and 4 door)  
**Group B**, Midsize Sedans (2 and 4 door)  
**Group C**, Full Size Sedans  
**Group D**, Luxury Sedans  
**Group E**, Pickup Trucks ½ Ton Full Size  
**Group F**, Sport Utility Vehicle, Full Size  
**Group G**, Sport Utility Vehicle, Mid Size  
**Group H**, Cargo Van, ½ Ton Full Size

Three low bidders for **Group I**, Passenger Van Full Size (15 Passengers). While the award to multiple bidders assures availability, the primary vendor, as the established low bidder, will be given the first opportunity.

Estimated Advertisement Date: Ten days after adopted by the BCC, unless vetoed by the Mayor.

Comments: This competitive bid will be used to determine if the second option year under existing contract E5961-0/03 with Royal Rent-A-Car should be exercised.

Authorization to approve a contract modification (presented as a "bid waiver") under the existing contract with Royal for these same Vehicle Rental Services is also requested at this time under the DPM "Waiver of Formal Bid Procedures" agenda subitem 2.3 of this same date.

The purpose of this request to advertise will be to obtain pricing from the vehicle rental industry under a fully competitive solicitation that incorporates the major change in the existing contract whereby the County assumes all liability for third party claims arising from any case subject to the statutory cap. Staff will compare the pricing obtained from this competition with the pricing contained in the existing contract. That comparison will help determine whether the County continues to use the existing contract beyond the one-year option period, or awards a new contract.

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## 5.2

<b><u>BID NUMBER:</u></b>	RQFR0400009
Title:	Emergency Medical Services (EMS) Billing and Collection Services
Description:	To establish a replacement contract for billing and collection services including the necessary hardware and software, for the emergency medical services provided by the Fire Department.
<u>Department(s):</u> Fire	<u>Estimated Allocation(s):</u> \$2,160,000.00
Term of Contract:	Three years
Option to Renew:	Three one-year options to renew
Review Committee Date:	December 17, 2003; Item #2-03
Review Committee Recommendation:	No measure, due to insufficient availability.
Previous Contract Measure:	No measure
Living Wage:	The services to be provided are a "covered service" under the ordinance and the Living Wage is included in the solicitation document.
Planned Method of Award:	Lowest responsive, responsible bidder in the aggregate.
Estimated Advertisement Date:	Ten days after adopted by the BCC, unless vetoed by the Mayor.

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### 5.3

**BID NUMBER:** RQPM0400074

**Title:** Dor-O-Matic Automatic Doors Repairs and Maintenance

**Description:** To establish a contract to purchase repair and maintenance services for Dor-O-Matic Automatic Doors.

**Department(s):** **Estimated Allocation(s):**

Aviation \$3,000,000.00

GSA \$ 170,000.00

Library \$ 5,000.00

MDHA \$ 75,000.00

MDPD \$ 30,000.00

Park & Recreation \$ 44,000.00

Vizcaya Museum &  
Gardens \$ 10,000.00

\$3,334,000.00

**Term of Contract:** Two years

**Option to Renew:** Three one-year options to renew

**Review Committee  
Date:** December 17, 2003; Item #2-12

**Review Committee  
Recommendation:** No measure due to insufficient availability.

**Previous Contract  
Measure:** No measure (former sole source/bid waiver contract)

**Living Wage:** The services to be provided are a "covered service" under the ordinance and the Living Wage is included in the solicitation document.

**Planned Method of  
Award:** Lowest responsive, responsible bidder in the aggregate.

**Estimated Advertisement  
Date:** Ten days after adopted by the BCC, unless vetoed by the Mayor.



# MEMORANDUM

(Revised)

**TO:** Hon. Chairperson Barbara Carey-Shuler, Ed.D. **DATE:** March 16, 2004  
and Members, Board of County Commissioners

**FROM:** Robert A. Ginsburg  
County Attorney

**SUBJECT:** Agenda Item No.

Please note any items checked.

- \_\_\_\_\_ **"4-Day Rule" ("3-Day Rule" for committees) applicable if raised**
- \_\_\_\_\_ **6 weeks required between first reading and public hearing**
- \_\_\_\_\_ **4 weeks notification to municipal officials required prior to public hearing**
- \_\_\_\_\_ **Decreases revenues or increases expenditures without balancing budget**
- \_\_\_\_\_ **Budget required**
- \_\_\_\_\_ **Statement of fiscal impact required**
- \_\_\_\_\_ **Bid waiver requiring County Manager's written recommendation**
- \_\_\_\_\_ **Ordinance creating a new board requires detailed County Manager's report for public hearing**
- \_\_\_\_\_ **Housekeeping item (no policy decision required)**
- \_\_\_\_\_ **No committee review**

Approved \_\_\_\_\_ Mayor

Agenda Item No.

Veto

Override

RESOLUTION NO.

RESOLUTION AUTHORIZING AWARD OF COMPETITIVE BIDS, COMPETITIVE CONTRACT MODIFICATIONS, PURCHASES MADE UNDER COMPETITIVELY AWARDED CONTRACTS OF OTHER GOVERNMENTAL ENTITIES AND REQUESTS TO ADVERTISE FOR BIDS AND TO EXECUTE OPTIONS TO RENEW ESTABLISHED THEREUNDER FOR THE PURCHASE OF COMMODITIES AND SERVICES

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference; and

WHEREAS, a description of these awards, competitive contract modifications and requests to advertise for bids are attached and incorporated herein by reference;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes award of competitive bids, competitive contract modifications, purchases made under competitively awarded contracts of other governmental entities and requests to advertise for bids and to execute options to renew established thereunder for the purchase of commodities and services.



The foregoing resolution was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Dr. Barbara Carey-Shuler, Chairperson

Katy Sorenson, Vice-Chairperson

Bruno A. Barreiro

Betty T. Ferguson

Joe A. Martinez

Dennis C. Moss

Natacha Seijas

Sen. Javier D. Souto

Jose "Pepe" Diaz

Sally A. Heyman

Jimmy L. Morales

Dorin D. Rolle

Rebeca Sosa

The Chairperson thereupon declared the resolution duly passed and adopted this 16th day of March, 2004. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF COUNTY  
COMMISSIONERS

HARVEY RUVIN, CLERK

Approved by County Attorney as  
to form and legal sufficiency. 143/

~~Thomas Goldstein~~

Hugo Benítez

By: \_\_\_\_\_  
Deputy Clerk